



Anne Arundel County Police Department  
8495 Veterans Highway Millersville, Maryland 21108  
(410) 222-8050  
[www.aacounty.org/police](http://www.aacounty.org/police)



**Timothy J. Altomare**  
Chief of Police

DATE: February 11, 2019  
TO: House Judiciary Committee, Senate Judiciary Proceedings  
Committee & Legislative Policy Committee  
FROM: Anne Arundel County Police Department  
SUBJECT: License Plate Reader Program Report Per Public Safety Article 3-509  
MSAR 10139

Maryland House Judiciary Committee:

Chair – Luke H. Clippinger

House Office Building, Room 101

6 Bladen Street, Annapolis, MD 21401

Maryland Senate Judicial Proceedings Committee:

Chair –The Honorable Robert A. Zirkin

Miller Senate Office Building, 2 East Wing

11 Bladen St., Annapolis, MD 21401 - 1991

Maryland Legislative Policy Committee:

Co-Chair – The Honorable Thomas V. Mike Miller Jr.

Co-Chair – The Honorable Michael E. Busch

C/o Department of Legislative Services, cc Ms. Sarah Albert (5 Copies)

Legislative Services Building, Room 200B, 90 State Circle, Annapolis, MD 21401



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Honorable Chairmen,

In accordance with 2-1246 of the State Government Article, The Anne Arundel County Police Department and Analysis Center is reporting the following information regarding License Plate Reader data for 2017:

1. The total number of automatic license plate reader units being operated in the state by law enforcement agencies and the number of units submitting data to the Maryland Coordination and Analysis Center:

The Anne Arundel County Police Department has a total of 9 fixed LPR sites (36 individual cameras) and 29 mobile units (55 individual cameras operated in pairs). All units operated by the Anne Arundel County Police department submit data to the Maryland Coordination and Analysis Center.

2. The number of automatic license plate reader readings made by a law enforcement agency that maintains an automatic license plate reader database and the number of readings submitted to the Maryland Coordination and Analysis Center.

In 2018, the Anne Arundel County Police Department conducted 48,014,214 fixed site readings and 2,893,175 mobile unit readings. Barring and technological issues, every reading was submitted to the Maryland Coordination and Analysis Center.

3. The number of automatic license plate reader readings being retained on the automatic license plate reader database.

No license plate readings or data from the calendar year 2018 are being retained in the local Anne Arundel County license plate reader database. The Anne Arundel County Police Department submits all plate reader readings to the Maryland Coordination and Analysis Center and only maintains 24 hours (1 day) of historical readings from its fixed sites, on its local automatic license plate reader database. All LPR readings older than 24 hours (1-day) are automatically purged from the database. The Anne Arundel County Police Department has "zero" retention of LPR reading obtained from mobile LPR units.



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4. The number of requests made to the law enforcement agency that maintains an automatic license plate reader database for automatic license plate reader data, including specific numbers for:

a. The number of requests that resulted in a release of information.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

b. The number of out of state requests.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

c. The number of federal requests.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

d. The number of out of state requests that resulted in a release of information.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

e. The number of federal requests that resulted in a release of information.

Zero. (There were no requests from another agency to access the Anne Arundel County database.)

5. Any data breaches or unauthorized uses of the automatic license plate reader database.

There were no data breaches or unauthorized use of the automatic license plate reader database.

6. A list of audits that were completed by the law enforcement agency.

The Anne Arundel County Police Department conducted 65 queries/audits of historical data stored on the automatic license plate reader database/server for calendar year 2018. All queries were conducted as tests to ensure system functionality, training or for a verifiable criminal investigation.



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The Department of State Police and any law enforcement agency using an automatic license plate reader system shall adopt procedures relating to the operation and use of the system. The procedures shall include:

1. Which personnel in the law enforcement agency are authorized to query captured plate data gathered by an automatic license plate reader system.

Anne Arundel County Police Index Code 1834 states:

*"Historical data maintained on Anne Arundel County Police computer servers may only be accessed by authorized agency personnel and authorized MCAC members. Only trained personnel may access system data on the Anne Arundel County computer server. Training is provided through the Technology Section. Access to the system is issued through user name, password and access level control as granted by the LPR Administrator via the Technology Section. Accessibility levels determine if personnel can add tags, conduct queries and/or run audit reports. Activity of all users is tracked and logged for audit purposes"....*

Currently there are 9 users authorized to query the database.

2. An audit process to ensure that information obtained through the use of an automatic license plate reader system is used only for legitimate law enforcement purposes, including audits of requests made by individual law enforcement agencies or an individual law enforcement officer.


The Anne Arundel County Police Department's Staff Inspections Unit is charged with conducting and/or reviewing audits to ensure compliance with rules and regulations pertaining to the legitimate use of LPR data. The Anne Arundel County Police Department received the model policy from the Maryland Coordination and Analysis Center and has adopted its recommended audit method.

3. Procedures and safeguards to ensure that department staff with access to the automatic license plate reader database are adequately screened and trained.

Users of the Anne Arundel County Police LPR system are limited and are required to log onto the LPR software via issued county credentials. Activity within the system is logged. Access and scope of access is regulated by the department's LPR Administrator and is based on job position, job duties or assignment. Only properly trained individuals are permitted to conduct queries on the Anne Arundel County Police license plate reader database. All users (with database query abilities) must successfully complete a 4-hour training class. All users have had undergone background screening by virtue of their employment with the police department.

### Audit Questions (Step 1)

Goal	Question	Answer	Comments
1	Have procedures been adopted relating to the operation and use of the LPR system? [Cite policy number	<u>YES</u> NO	Anne Arundel County Police Department - Index Code 1834 License Plate Reader Program (LPR)
2	Are staff with access to the Automatic License Plate Reader database adequately screened and trained in the proper use of the system and all privacy policies relating thereto?	<u>YES</u> NO	Only LPR administrators and sworn police officers who operate a mobile LPR system are granted access to the local database. All these officers are trained in the proper use and policies governing the use of data.
3	Does the agency maintain training records for each user?	<u>YES</u> NO	
4	Is the training curricula maintained?	<u>YES</u> NO	
5	Are training records annually reviewed for relevancy and effectiveness?	<u>YES</u> NO	
6	Does the agency accept law enforcement requests for license plate data collected by an LPR system?	YES <u>NO</u>	The Anne Arundel County Police Department does not accept outside requests. All outside agency requests are referred to MCAC.
7	If historical data is accessed, does the agency have an audit trail?	<u>YES</u> NO	Access to historical data requires a reason to be logged within the software used to access the historical data. All activity is logged by the LPR software.
8	Is the audit trail maintained for at least 3 years?	<u>YES</u> NO	
9	Have audit procedures been adopted to ensure that information obtained through the use of an LPR system is used only for legitimate law enforcement purposes?	<u>YES</u> NO	The Staff Inspections Unit of the Anne Arundel County Police Department is tasked with ensuring proper use of the LPR system.
AGENCY: Anne Arundel County Police Dept.		SCOPE OF AUDIT: Review of logs/documents	
COMPLETED BY: Lt. Anthony Grover/Community Relations		DATE COMPLETED: 2/11/19	
REVIEWED BY: Sgt. Travis Ott/Staff Inspections		DATE REVIEWED: 2/11/19	

  
 1095  
 724

	Question # 1	Question #2	Question # 3	Question # 4	Question #5	Results
Record #	Report/Incident Number	Is the date and time of request documented?	Is the purpose of the request documented?	Does the request include the identity of the agency requesting the query?	Has the request been validated through the requesters agency?	Findings shall be listed as: Accurate, Inaccurate, Unable to locate or Incomplete
2/8/2018	2018-702069	yes	yes	yes	yes	Accurate
2/26/2018	Administrative	yes	yes	yes	yes	Accurate
2/26/2018	Administrative	yes	yes	yes	yes	Accurate
2/26/2018	Administrative	yes	yes	yes	yes	Accurate
2/26/2018	Administrative	yes	yes	yes	yes	Accurate
2/26/2018	Administrative	yes	yes	yes	yes	Accurate
3/26/2018	Administrative	yes	yes	yes	yes	Accurate
3/26/2018	Administrative	yes	yes	yes	yes	Accurate
3/26/2018	Administrative	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
7/14/2019	Training	yes	yes	yes	yes	Accurate
9/28/2018	2018-737188	yes	yes	yes	yes	Accurate
9/28/2018	2018-737188	yes	yes	yes	yes	Accurate
11/5/2018	2018-742658	yes	yes	yes	yes	Accurate



# 2018 LPR Server Searches

Date/Time	Description	Username	Device
2/8/2018 9:45:15 AM UTC-05:00	Viewed Reads/Alarms [R4A: suspect vehicle in tire and rims th	AACO\p90608	EOC Server
2/26/2018 12:13:07 PM UTC-05:00	Viewed Reads/Alarms [R4A: 2017 Audit by Lt. Grover #1045]	AACO\p02743	EOC Server
2/26/2018 12:13:39 PM UTC-05:00	Viewed Reads/Alarms [R4A: 2017 Audit by Lt. Grover #1045]	AACO\p02743	EOC Server
2/26/2018 12:13:43 PM UTC-05:00	Viewed Reads/Alarms [R4A: 2017 Audit by Lt. Grover #1045]	AACO\p02743	EOC Server
2/26/2018 12:37:22 PM UTC-05:00	Viewed Reads/Alarms [R4A: 2017 Annual Audit Lt Grover #104	AACO\p02743	EOC Server
2/26/2018 12:38:43 PM UTC-05:00	Viewed Reads/Alarms [R4A: 2017 Annual Audit Lt. Grover #104	AACO\p02743	EOC Server
3/26/2018 11:14:39 AM UTC-04:00	Viewed Reads/Alarms [R4A: test]	AACO\p91414	EOC Server
3/26/2018 11:15:00 AM UTC-04:00	Viewed Reads/Alarms [R4A: test]	AACO\p91414	EOC Server
3/26/2018 11:15:14 AM UTC-04:00	Viewed Reads/Alarms [R4A: test]	AACO\p91414	EOC Server
7/14/2018 11:22:14 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:25:21 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:26:06 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:27:27 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:28:16 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:28:57 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:29:38 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:30:13 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:31:10 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:32:05 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:32:35 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:41:46 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:42:47 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:43:21 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:43:55 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:44:25 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:45:11 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
7/14/2018 11:46:28 AM UTC-04:00	Viewed Reads/Alarms [R4A: Training]	AACO\p91514	EOC Server
9/28/2018 2:33:40 PM UTC-04:00	Viewed Reads/Alarms [R4A: INVESTIGATION]	AACO\p91414	EOC Server
9/28/2018 2:34:31 PM UTC-04:00	Viewed Reads/Alarms [R4A: INVESTIGATION]	AACO\p91414	EOC Server
11/5/2018 7:27:53 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:28:22 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:28:50 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:29:43 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server

## 2018 LPR Server Searches

11/5/2018 7:29:59 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:30:45 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:31:15 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:31:53 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:32:22 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:34:09 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:34:41 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:34:46 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:34:50 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:34:54 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:34:58 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:37:18 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:37:25 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:37:33 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:37:58 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:38:07 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:38:13 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:38:46 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:39:21 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:39:52 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:40:14 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:40:44 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:40:59 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:41:16 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:41:24 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:41:33 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:41:43 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:41:46 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server
11/5/2018 7:41:50 AM UTC-05:00	Viewed Reads/Alarms [R4A: carjacking]	AACO\p91414	EOC Server